



**District of Columbia Government
Office of Worker's Compensation
P.O. Box 56098
Washington, DC 20011
(202) 671-1000**

Warning: *It is a crime to provide false or misleading information to an insurer for the purpose of defrauding the insurer or any other person. Penalties include imprisonment and/or fines. In addition, an insurer may deny insurance benefits if false information materially related to a claim was provided by the applicant.*

Date of This Report

Employee Social Security No.

Employer Identification No.

Insurer No.

EMPLOYER'S FIRST REPORT OF INJURY OR OCCUPATIONAL DISEASE

| Employee Name and Address: | Employer Name and Address: | Insurer Name and Address: |
|----------------------------|----------------------------|---------------------------|
| | | |

IMPORTANT: Every employer shall file this report as soon as possible after knowledge of an occupational injury or disease to one of his/her's employees, but no later than ten days thereafter. Failure to file this form shall be subject to civil penalty not to exceed \$1,000.

Date and time of Injury _____ am/pm? Day of the week? _____

Normal starting time _____ am/pm? If employee back to work, give date and time _____ am/pm?

At what wage? _____ If fatal, give date of death _____ (file supplement report)

Date of disability began? _____ am/pm? Was the injured paid in full for this day? _____

Was the injured given Form No. 7 DCWC? _____ Foreman _____

When did you or the foreman first learn of the injury? _____

Male _____ Female _____ DOB _____ Employee's Telephone No. _____

Occupation when injured? _____ Was this his/her regular occupation? _____

(Department or branch regularly employed) _____

Was the injured hired in DC? _____ How long employed by you? _____

Piece or time worker? _____ Hourly wage? _____ Hours worked/day _____

Daily wages _____ Days worked per week _____ Average weekly earnings _____

If board and lodging were furnished or gratuities reported in addition to wages, give estimated value per day, week or month: _____

Employer's principal business function in DC _____

Employer's Telephone No. _____ Insurance Policy No. _____

Location of plant or place where accident occurred: _____

On employer's premises? _____

Describe fully the events which resulted in injury or disease, what the employee was doing when injured and type of injury including parts of the body affected: _____

Name of Witnesses _____

Nature and location of injury (Describe fully): _____

Attending Physician and Address (If Hospital Involved – Indicate): _____

Name of Person Completing Form

Name (Please Print or Type)

Signature

Official Position